

**Town Manager's Office
Town of Mansfield**

Memo

To: Town Council
From: Matt Hart, Town Manager
CC: Town Employees
Date: September 13, 2010
Re: Town Manager's Report

Below please find a report regarding various items of interest to the Town Council, staff and the community:

Departmental/Division News

- *Human Services*
 - *Volunteer Transportation Program* - Staff is in the process of setting up the database of volunteer drivers and conducting appropriate background checks. We are also developing a method to provide a basic safety inspection of volunteer vehicles and we will be interviewing applicants for the part-time Volunteer Transportation Coordinator's position.
- *Town Manager's Office*
 - *Work study students* - this fall nine UConn work study students will be joining us and will be assigned to work in various Town office and departments, specifically the Town Manager's Office, Public Works, Town Clerk's Office, Information Technology, Assessor's Office, Facilities Management and Parks and Recreation.
 - *Visit with Amherst staff* - A group of Mansfield public safety and code enforcement staff and I recently met with our counterparts from Amherst, Massachusetts to discuss various approaches to community-campus relations, and ways to address problematic off-campus behavior. The session was informative, as the two communities are faced with similar issues related to student housing and off-campus behavior. A delegation from Amherst will be coming to Mansfield this Friday, September 17th, to learn more about our Storrs Center project as Amherst is contemplating a development project with some similar components.

Major Projects and Initiatives

- *Four Corners Project* - On Tuesday of this week, members of the Four Corners Water and Sewer Advisory Committee will interview five firms that responded to our request for proposals to complete the water source study component of the project. I will keep the Council informed as we move forward with the consultant-selection process and the study.
- *Police Study Update* - The consultants for the police services study will be in town the week of September 20, 2010 and will conduct a number of interviews with key stakeholders. Sara-Ann has emailed each of you to schedule sessions for individual council members who wish to share their perspectives with the consulting team. Please be sure to send a reply email to Sara-Ann so she may schedule your interview time.
- *Regionalism Subcommittee, Shared Services Collaborative* - We were able to retain a group of UConn MPA students to work on our shared services project, in collaboration

with the Town of Windham. The students will research best practices, conduct an analysis and provide us with recommendations regarding the feasibility of establishing a shared services collaborative for this region.

- [School Building Project](#) - I am preparing the agenda for the September 27th Council workshop on the school project. The agenda will include a presentation from the project architect as well as a report from representatives of the Sustainability Advisory Committee regarding sustainability considerations for school siting.
- *Storrs Center Project* - This Thursday, September 16th, we are planning a special Council meeting on the Storrs Center project to discuss commercial information provided in confidence and our ongoing negotiation of a development agreement with master developer LeylandAlliance. Based on the schedules of various Council members, I would like to move the start time of this meeting to 7:00 PM; location TBA.

Special Events

- [Festival on the Green](#) - The 7th Annual award winning *Festival on the Green* was held on Sunday. Despite a threat of rain, none occurred and crowds continue to be in the 3,000 range. The Partnership office has received many nice comments about the day and will continue to work to make this a great event for the Town. The Celebrate Mansfield Parade continues to grow and one of the highlights was the Grand Marshal UConn women's championship basketball team. Continuing along the theme of great girls/women basketball teams in town, the girls Mansfield Middle School team, Parks & Recreation 7th and 8th grade teams, and E. O. Smith High School team were all honored for their exemplary seasons. This year, we had Robin Rice (from WILI) MC the parade and had our largest turnout yet. The Festival and weekend events could not occur without the assistance and participation of many Town departments including Public Works, Building Maintenance, Parks and Recreation, Fire, Police, and the Town Manager's Office, all working under the leadership of the Mansfield Downtown Partnership. Many thanks go to our great team.
- *Picnicpalooza* - The second annual Picnicpalooza was held this past Saturday from 5:00pm - 7:00pm. The all-female swing band Flamingo provided toe-tapping music to approximately 100 picnickers and the Re/Max team provided tethered hot air balloon rides with all proceeds going to Habitat for Humanity. Special thanks to Sara-Ann Chaine and Kathleen Paterson for their work on this event.

Upcoming Meetings*

- Youth Service Bureau Advisory Board, September 14, 2010, 11:00AM, Conference Room C, Audrey P. Beck Municipal Building
- Town/University Relations Committee, September 14, 2010, 4:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Historic District Commission, September 14, 2010, 8:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Regulatory Review Committee, September 15, 2010, 1:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Conservation Commission, September 15, 2010, 7:30PM, Conference Room B, Audrey P. Beck Municipal Building
- Special Town Council Meeting, September 16, 2010, 7:00PM, location TBA
- Board of Education, September 16, 2010, 7:30PM, Council Chambers, Audrey P. Beck Municipal Building
- Finance Committee, September 20, 2010, 6:00PM, Employee Lounge, Audrey P. Beck Municipal Building

- Personnel Committee, September 20, 2010, 6:30PM, Conference Room, Mansfield Community Center
- Planning and Zoning Commission, September 20, 2010, 7:00PM, Council Chambers, Audrey P. Beck Municipal Building
- Agriculture Committee, September 20, 2010, 7:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Energy Education Team, September 21, 2010, 7:00 PM, Conference Room B, Audrey P. Beck Municipal Building
- Cemetery Committee, September 22, 2010, 3:30PM, Conference Room B, Audrey P. Beck Municipal Building
- Sustainability Committee, September 22, 2010, 7:00PM, Conference Room B, Audrey P. Beck Municipal Building
- Transportation Advisory Committee, September 22, 2010, 7:30PM, Conference Room C, Audrey P. Beck Municipal Building
- Special Town Council Meeting, September 27, 2010, 5:30PM, Council Chambers, Audrey P. Beck Municipal Building
- Town Council, September 27, 2010, 7:30 PM, Council Chambers, Audrey P. Beck Municipal Building

**Meeting dates/times are subject to change. Please view the [Town Calendar](#) or contact the Town Clerk's Office at 429-3302 for a complete and up-to-date listing of committee meetings.*